



## SMART Plan of Action

- **Specific:** the goals must be accurately defined. They are roadmaps that will walk you through the actions to be carried out. The more the goals are detailed and to-the-point, the more efficient your team will be. It will help you share out the tasks, and everyone will know exactly what they're doing and with which resources.
- **Measurable:** this second criterion implies that each goal must be quantifiable and that some indicators can be monitored in real time. Only with quantifiable results in hand can you determine whether the goal has been met or not, or whether further resources are required for completion, for example.
- **Achievable:** make sure that your goals are in line with the available financial, human resources and skills. If not, the team's motivation may drop off rapidly, making it difficult to track goal progress.
- **Relevant:** the focus is on the goal's consistency with the organization's ongoing situation, which is not to be confused with the previous criterion. Ask yourself why you are setting this goal.
- **Time-based:** determining deadlines will help you stay focused on the order of priorities and ramp up everyone's efforts. The success of your goal relies on deadlines being met. If it is achieved within the set deadlines, no further resource is engaged.

<b>PERSONAL GOAL</b>						
<b>Objectives</b>	<b>How measure</b>	<b>Resources needed</b>	<b>By when</b>	<b>Potential Barriers</b>	<b>Impact</b>	<b>Next Steps</b>
Administer CVI Range to 3 kids	CVI Scores obtained on three children	Assessment kit  Access to video to record assessment	Jan 2023	Access to materials/space, Lack of experience, Time, Need for mentoring, Cooperation from families/providers	Viable intervention plan grounded in Range scores	Follow up and support to providers and family
Create and implement an AAC/CVI schedule for ___ students	Track use of schedule at home	List of activities Support parents ID AAC tools, strategies, CVI Accommodatios foreach activity.	September? 2022	Access to families/team members'  Planning time	Team collaboration  More opportunities across natural settings	Expand to more settings/school

**SUDENT-FOCUSED ACTION PLAN**

Objectives	How measure	Resources needed	By when	Potential Barriers	Impact	Next Steps
Create One Social story for the doctor	Ask parents to report to team on impact	Collaborate with parents to create story. Focus of story, purpose, vocabulary, visual supports, access to vocabulary AND AAC tools. Accommodations for CVI	November, 2022	Team buy-in, collaboration, schedule, lack of experience	Think of the session today about Sammy	Create additional social stories
Create and implement an AAC/CVI schedule for ___ student	Assign someone to report on weekly basis and modify as necessary	List of activities Support teacher/team to implement (CVI Accommodations & AAC tools and strategies)	January 2023	Access to families/team members'  Planning time	Team collaboration Increase participant, learning, access to language and peer interaction	Expand to more activities